



## Report to Council

Department: Corporate Services  
Division: Corporate Services  
Date: February 18, 2025  
Prepared by: Kate Giurissevich, CPA, CA, Director Corporate Services/Treasurer  
Report Number: Corporate Services-2025-01  
Subject: Community Support Center Agreement  
Number of Pages: 10 including attachments

### Recommendation(s)

**That** Corporate Services-2025-01 entitled Community Support Center Agreement prepared by Kate Giurissevich, CPA, CA, Director, Corporate Services/ Treasurer dated February 18<sup>th</sup>, 2025 be received, and

**That** Council authorize administration to enter into agreements with the Community Support Centre of Essex County for transportation services and for operations at the Senior Active Living Centre, and

**That** Council authorize the post budget approval for a Community Partnership with Community Support Centre of Essex County in the amount of \$29,000 to be funded as follows: \$9,000 from the 2025 Community Partnership Fund and \$20,000 from the 2024 Surplus of Council Donations Account.

### Purpose

Council approval is required for expenditures that fall outside of the approved budget.

## **Background and Discussion**

The Town of Essex previously provided financial support to the Essex Retirees organization through the Community Partnership Fund (“CPF”) on an annual basis as set out by the Ontario Ministry for Seniors and Accessibility under the *Seniors Active Living Centres Act, 2017*. This program requires a minimum guarantee of funding of 20% of net operating program expenditures from the Town. The Town funded anywhere from \$8,858 to \$20,000 from 2018-2023. This included an in-kind amount for snowplowing and grass cutting.

In 2023, the Essex Retirees organization was taken over by the Community Support Centre of Essex County. (“CSC”).

In 2024, the only funding provided to the CSC by the Town was that required to meet the funding requirements referenced above.

CSC and Town administration agree that a formal agreement for these two services would be preferred over an annual submission to the Community Partnership Fund given the provincial funding requirements for this organization.

For the 2026 year, it is recommended this annual allotment be placed as a committed donation in the Community Partnership Fund Schedule.

## **Financial Impact**

The 2025 post budget expenses amount to \$29,000, \$15,000 for the Transportation Program and \$14,000 (\$12,000 cash and \$2,000 in-kind) for the Facility Operation. It is important to note that historically the transportation program has not seen ridership levels that require use of the full budget.

These amounts are recommended to be funded with \$9,000 from the 2025 CPF which has remaining approved budget with the remaining from the 2024 Council Donation Account Surplus.

## **Consultations**

Doug Sweet, Chief Administrative Officer

Joe Malandrucolo, Director, Legislative Services

## **Link to Strategic Priorities**

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.
- Take care of our natural environment and strengthen the sense of belonging to everyone who makes Essex "home".
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

## Report Approval Details

Document Title:	Community Support Center Agreement(s) - Corporate Services-2025-01.docx
Attachments:	<ul style="list-style-type: none"><li>- Letter of Support - Community Support Centre of Essex County.docx</li><li>- Community Support Centre Services Agreement- Draft Town of Essex - SALC_Essex Edits_Clean.docx</li><li>- Community Support Centre Services Agreement- Draft Town of Essex- Transit_Essex Edits_Clean.docx</li></ul>
Final Approval Date:	Feb 10, 2025

This report and all of its attachments were approved and signed as outlined below:

**No Signature - Task assigned to Doug Sweet, Chief Administrative Officer was completed by delegate Kate Giurissevich, Director, Corporate Services**

**Doug Sweet, Chief Administrative Officer - Feb 10, 2025 - 12:34 PM**